

Rasha Ali Aqel Assi

Contact Information:

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Location: Ramallah Al-Bireh

Education

- Bachelor's Degree in Public Administration

Birzeit University, Ramallah, Palestine (2019-2023)

I completed my Bachelor's degree in Public Administration at Birzeit University, a prestigious institution known for its rigorous academic programs. Graduating with a GPA of 81.1 (Very Good), I consistently demonstrated academic excellence throughout my studies. This program provided me with a strong foundation in management principles, public policy, and administrative processes, preparing me well for a career in both the public and private sectors.

- Secondary Education

Beit Liqia Secondary School for Girls, Ramallah, Palestine (2018-2019)

I completed my secondary education at Beit Liqia Secondary School for Girls, where I graduated with a "Very Good" GPA. This academic achievement reflects my dedication and commitment to my studies during my formative years. My time at this institution laid the groundwork for my subsequent success at university, fostering a strong work ethic and a passion for learning.

Professional Experience

Internships at the Higher Council for Youth and Sports, Ramallah, Palestine (July-August 2022)

I gained valuable hands-on experience through a series of internships at the Higher Council for Youth and Sports, where I undertook roles in different departments. From July 17th to 31st, 2022, I worked in the Administrative Affairs department, where I developed organizational skills and an understanding of the internal processes required for effective administration. Following this, from August 1st to 11th, 2022, I interned in the Purchasing Department, enhancing my knowledge of procurement procedures and supply chain management. Finally, from August 13th to 15th, 2022, I contributed to the Human Resources Department, gaining insights into HR management, employee relations, and talent acquisition. These internships provided me with a comprehensive view of the operational dynamics within a significant governmental body.

Training and Certifications

- Advanced Course in Leadership

Birzeit University, Ramallah, Palestine (May 2023)

I completed an advanced course in leadership at Birzeit University, where I honed my leadership skills, learning how to effectively guide teams, make strategic decisions, and motivate others toward achieving common goals. This course further developed my ability to lead in various professional settings.

- Symposium on Reducing Financial and Administrative Corruption

Birzeit University, Ramallah, Palestine (September 2022)

I participated in a symposium focused on reducing financial and administrative corruption, where I engaged with experts and peers to discuss strategies for promoting transparency and accountability in public sector institutions. This experience deepened my understanding of the ethical challenges faced in public administration and reinforced my commitment to integrity in my professional endeavors.

Activities

- Seminar on the Management of Medical Referrals

Birzeit University, Ramallah, Palestine (June 2023)

I attended a seminar on the management of medical referrals, where I learned about the critical aspects of healthcare administration, including patient referral processes, healthcare logistics, and the importance of efficient management systems in ensuring patient care. This seminar added a new dimension to my knowledge, particularly in the context of public health services.

- Seminar on Reducing Financial and Administrative Corruption in Public Sector Institutions

Birzeit University, Ramallah, Palestine (October 2022)

I participated in a seminar focused on combating corruption within public sector institutions. The event provided me with insights into the mechanisms of corruption, its impact on governance, and the strategies that can be employed to mitigate such challenges. This seminar further solidified my understanding of the need for ethical leadership in public administration.

Skills

- Knowledge-based Skills:

- Research Methodology: I am proficient in conducting academic and professional research, utilizing various methodologies to gather, analyze, and interpret data effectively.

- Leadership Development: I have developed strong leadership abilities, particularly in team management, strategic decision-making, and motivating others to achieve common goals.

- Proficient in Microsoft Office Suite: I am skilled in using Microsoft Office tools, including Word, Excel, and PowerPoint, essential for creating documents, managing data, and delivering presentations.

- Transferable Skills:

- Effective Communication: I excel in both written and verbal communication, enabling me to convey ideas clearly and work effectively with diverse teams.

- Problem-Solving Abilities: I have a strong aptitude for identifying issues and implementing effective solutions, making me an asset in dynamic work environments.

- Time Management and Organizational Skills: I am highly organized, with the ability to manage my time efficiently, prioritizing tasks to meet deadlines.

- Critical Thinking and Analytical Reasoning: I possess strong critical thinking skills, allowing me to analyze situations thoroughly and make informed decisions.

Languages

- Arabic: Native proficiency

- English: very good in both written and spoken English, enabling me to engage in professional and academic settings.

REFERENCES

- Nour Mattouor, Lecturer

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